

Fall 1992

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the NEON

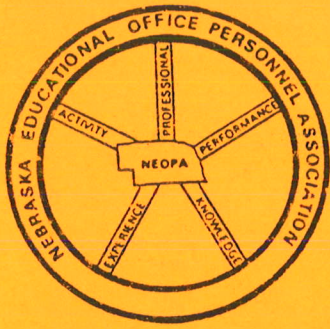
Nebraska Educational Office News

PUBLISHED QUARTERLY BY NEOPA

VOL. 30, ISSUE 1



FALL 1992



Nebraska Educational Office Personnel Association

June, 1992

Address reply to:

Dear NEOPA Friends,

Serving as your president this year has been a learning and growing experience for me. I continued to work with a wonderful, dedicated group of people--all of you! Thank you, members, committee members, committee chairs, and executive board for your support and service to me and to NEOPA this past year. You made the year special for me and one that I will always remember fondly.

NEOPA has not been stagnant; the 1992-92 Annual Report attests to that. (I have extra copies of it if anyone would like one.)

Thank-you's are extended to the Wayne Educational Office Personnel Association for hosting an outstanding Spring Meeting on April 4, and the Department of Education Office Personnel should be commended again for the Fall Workshop. Those two associations continued the NEOPA tradition of fine, professional conferences.

The NEOPA "keys" have been used this year to unlock professional growth. Keep them on your ring and use them every day; I know that my NEOPA key ring is full.

Have a great summer! Then, let's continue NEOPA programs by "linking" up with 1992-93 President Delores Wenz and the Executive Board this fall with the same enthusiasm.

Sincerely,

Marcella

Marcella Shotwell
President



THE NEON

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The purpose of the Nebraska Educational Office Personnel Association shall be to promote and further the cause of advancement of education by improving the quality of office personnel service to the school, state and community. To this end the Nebraska Educational Office Personnel Association shall strive to elevate the standards of office personnel in education by the exchange and pooling of information, ideas and ideals within our educational system.

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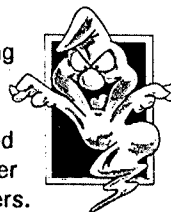
PLANNING DATES FOR YOUR CALENDAR

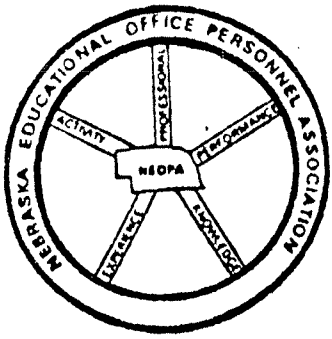
October 3	NEOPA Fall Conference - Omaha
November 6	Deadline for NEON Winter Edition
January 15	Deadline NEOPA Scholarship App. Deadline NEOPA Educational Professional of the Year Nomination
February 5-7	Central Area Professional Development Day - Springfield, Illinois
March 15	Deadline NAEOP Marian T. Wood Scholarship Applications
May 22	NEOPA Spring Meeting - UNO
July 19-24	59th NAEOP Annual Meeting - Tucson, Arizona

EDITOR'S COMMENTS

Welcome to The NEON! I look forward to serving as your editor this year. Linda Gersib and Luise Berner will be assisting with The NEON and, of course, we expect to hear from you! Please send information about your local association and other articles that might be of interest to other members. Our next newsletter deadline is November 6. In the meantime, I hope to see you in Omaha on October 3.

Jeanne





Nebraska Educational Office Personnel Association

September, 1992

Dear NEOPA Members and Friends:

Our theme for this year is **LINKING PAST SUCCESSES WITH FUTURE POSSIBILITIES**. Since our organization was formed there have been many successes with capable leadership and direction. Many of those leaders are still active and continuing to help make our organization alive and vital. Because of them and all of you, we can look forward to future possibilities.

Past Presidents will be hosting our Fall Conference in Millard on October 3rd. They are planning an exciting day for us filled with activity and professionalism. Registration information is included in this mailing. Please take a moment to fill out your registration forms and make plans to spend the day with us.

Inside this Newsletter you will find a list of your Executive Board Members, Committee Chairpersons and your Committee Members. There is also a 1992-93 Membership Form available for you. Our future depends on your participation in NEOPA so please join now.

The following message by Amanda Bradley inspires us to make choices each day.

TODAY IS YOURS

Today is yours to fashion as you choose--
It's filled with opportunities to use.
Each moment is a treasure you can spend,
Each person that you meet can be a friend
Each choice you make can open up a door
That leads somewhere you've never been before.
Today is yours - and everything you can do
Can help to make tomorrow's dreams come true.

Sincerely,

Delores



NEOPA COMMITTEE NEWS

NEOPA EDUCATIONAL PROFESSIONAL EMPLOYEE OF THE YEAR

Lola Young, Chairman

Eileen Knudsen and Jan Sorensen, Committee Members

In this issue of the Newsletter you will find the nomination form (Form 1) and criteria for the NEOPA Educational Professional Employee of the Year. Think about that "special person" who you feel is truly deserving of this award. Take a few minutes and nominate that person. Being a nominee is very rewarding and being the "winner" is even better. You have the ability to make someone feel very special!

Please send in your nomination soon. We will then send "Form 2" to the nominee so the nominee will have plenty of time to gather information and submit it prior to their deadline. We look forward to hearing from many of you.



FIELD SERVICE

Marcella Shotwell, Chairman

As previously stated, Field Service's function is to help form local associations or to assist associations through professionalism and inservice. If you know of, or are in need of such information or help, please let me now. We're here to assist in any way that we can.



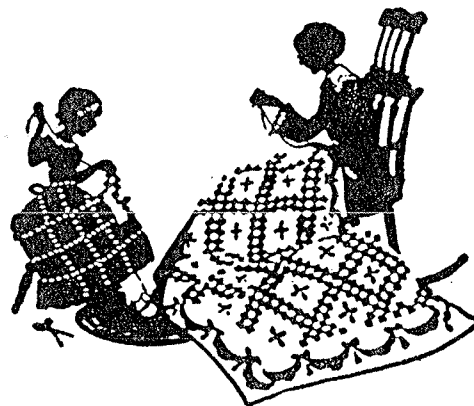
NEOPA AFFILIATES

Linda Pence, Meetings Coordinator

Is it your turn to host a NEOPA conference? The earliest date available to host a conference is spring 1994. If you have never hosted a conference or haven't in the past five years --there is NO TIME LIKE THE PRESENT! We all want to know how things are done in your part of the state. Contact me! I'll be happy to help you get started. REMEMBER -- spring 1994 and help keep our conferences going on a volunteer basis.

WAYS AND MEANS

How would you like to be the proud owner of a lovely handmade quilt? You can! Raffle tickets are available for a mere \$1.00 or six for \$5.00. This would be a great addition to your bedroom, or a keepsake for that special family member. The quilt will be on display at the Fall Conference in Omaha, October 3rd, sponsored by our NEOPA Past Presidents. Plan on examining the fine quilting work done by a "little ol' lady" from Louisiana. PROCEEDS FROM THE RAFFLE WILL GO TOWARD NEOPA SCHOLARSHIP FUND. Help support your state association -- buy to support education!



With the many talented people in our organization, we will have a large variety of items for you to purchase at the "Country Store." If you are unable to serve on a committee, or as an officer of NEOPA, consider donating craft items for the "Country Store," as your contribution to the success of NEOPA. Bring your items to the fall conference in Omaha.

Thanks,
Wave Marcsisak
Kyle Rose
Faye Hanover



NEON

Our newsletter has a new name! "The NEON" was selected as the winning title and was submitted by Dianne Grieser (LPSAOP). Dianne will receive a free year's membership in NEOPA.

NEBRASKA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION
GENERAL MEMBERSHIP MEETING
April 4, 1992
Wayne State College-Wayne, NE

CALL TO ORDER

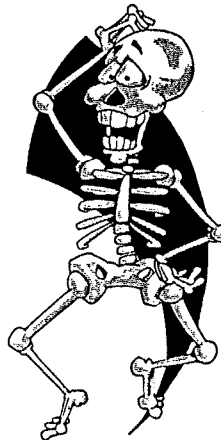
President Marcella Shotwell called the meeting to order at 10:41 a.m.

ROLL CALL

It was announced that there were 63 pre-registered persons and 4 arrived the morning of.

Roll call was answered by the following:

2	Department of Education
2	Grand Island EOPA
8	Lincoln Public Schools AOP
4	Millard EOPA
8	Omaha EOPA
2	South West EOPA
13	University of NE OPA
3	UN-Omaha EOPA
16	Wayne EOPA
1	Bradshaw Public Schools
1	ESU #3
1	Gretna Public Schools
2	Ainsworth Public Schools



MINUTES

The minutes were in the packets for review. Linda Pence pointed out that UN at Omaha OPA will host the Spring 1993 Conference and UNOPA will host the Fall 1993 Conference. (Lincoln)

Naomi Robison moved, Mary White seconded to accept the minutes as presented and amended. Motion carried.

COMMUNICATIONS

National information will be sent to Committee Chairpersons or taken care of by President Shotwell.

TREASURER'S REPORT

Angie Ellis presented the Treasurer's Report as follows:

Checking Account Balance	\$ 678.48
Money Market Account	\$3196.38
Savings Account	\$2674.50

The treasurer's report will be filed for audit.

COMMITTEE REPORTS

Audit - JoAnne Lahm reported the audit will be performed the night before the executive board meeting. Committee member Vici Taylor was acknowledged.

Constitution and Bylaws - Eileen Knudsen reported everything that was voted on passed by a majority. Committee member Lois Gossard was acknowledged.

Educational Professional of the Year - Mary White reported no one was selected for this honor. Persons nominated did not send in the follow-up paperwork.

Field Service - Doris Merriman reported keeping in contact with members of prospective associations. Carrie Ball served on this committee.

Finance - Pat Podjenski reported the budget for 1992-93 was raised by \$250.00. Leanna Bounds moved, Marvil Summerfield seconded to accept the Budget as presented. Motion carried.
Angie Ellis was a member of this committee.

Meetings Coordinating - Sandy Lineberry announced the following hosts:

Fall, 1992 - Past Presidents Association in Omaha (October 3)
Spring, 1993 - UNO-EOPA (May 22)
Fall, 1993 - UNOPA

Jeanne Andelt and Sharon Gathman were the members of this committee.

Sandy Lineberry requested pictures and information for the scrap book.

Membership - Delores Wenz reported her report stated 190 members and should read 192 members. The membership includes 39 new members. Committee members Evelyn Pancake and Norma Wever were acknowledged.

Newsletter - Sue Drammeh was absent. Louise Berner served as a committee member. Deadline for renaming the newsletter contest is May 15. Newsletter items are due on June 15.

Nominating - Leanna Bounds introduced new officers as follows:

President Elect - Sandy Lineberry

Vice President - Linda Pence

Secretary - Vici Taylor

Treasurer - Angie Ellis

Doris Merriman and Lois Ingebritson served on this committee.

Professional Standards - Audrey Schardt acknowledged Noretta Howard as a committee member. 1992 PSP Recipients were as follows:

Leanna Bounds - Advanced II

Linda Drussepp - Advanced II, CEO

Doris Merriman - Advanced II

Publicity - Jane Patterson acknowledged Donna Gill as a committee member.

Scholarship - Sandy Peters was absent. Peggy Aldridge and Erva Kackmeister were committee members. It was announced Sandy Kempcus of Ceresco, a student at Raymond Central High School was the 1992 scholarship recipient.

Ways & Means - Kyle Rose announced committee members were Jan Harris and Shirley Howell. Raffle tickets were still available.

NAEOP Liaison - Sandy Lineberry acknowledged committee members Linda Pence and Lola Young. Approximately 13 members are going to attend the National Conference. Nebraska has challenged Iowa to a membership drive. Win or Lose (We hope win), Nebraska will present Iowa with a Nebraska Basket.

UNFINISHED BUSINESS

Joyce Graybill extended an invitation from the Past Presidents to attend the Fall Conference at the Donald Stroh Administration Building in Millard on Saturday, Oct. 3, 1992.

NEW BUSINESS

Sandy Lineberry, President-Elect will be the NEOPA delegate to the National Conference.

NEOPA has been asked to host the 1994 Central Region Conference Professional Day. The Central Director lines up the speaker and each state is responsible for a part such as registration information and money, entertainment at hospitality mixer. The host state is responsible for the hospitality hour on night before.

Jane Patterson moved, Shelia Perry seconded to have NEOPA host the 1994 Central Region Conference Professional Day. Motion carried.

ANNOUNCEMENTS

The group planning to attend the National Conference was to meet at the end of the day.

The Past Presidents in attendance were recognized.

Retiree Jan Wacker was recognized.

It was announced the Past Presidents would meet right after the Board meeting.

Meeting adjourned at 11:25 a.m.

Respectfully submitted,

Kathy Warren
Kathy Warren, Secretary

Marcella Shotwell
Marcella Shotwell, President



NEBRASKA EDUCATION OFFICE PERSONNEL ASSOCIATION
Financial Report
NEOPA Checking Account
August 8, 1992

Balance brought forward June 1, 1992	\$ 741.35
<u>Receipts</u>	522.12
Membership dues	\$ 432.00
37 active renewals	
6 retired renewals	
5 new memberships	
Quote-a-Day Calendar Sales	26.57
Pin Sales	36.00
Reimbursement from Spring Conference	27.55
Total Balance and receipts	\$1263.47

Disbursements

<u>Officer's Expense</u>	
Sandy Lineberry (film, stamps)	13.37
Delores Wenz (paper, stamps)	74.96
Angie Ellis (Rec.bk, mileage, motel)	99.23
Vici Taylor (mileage)	16.80
Lincoln Public School Graphics	22.00
<u>Miscellaneous</u>	
Leanna Bounds (mileage)	24.00
(Constitution/By-laws)	
Sandy Lineberry (Challenge basket)	30.95
Tina McDivitt (Spending Spree)	50.00
(Ways/Means)	
Jan Harris (Mini vacation)	92.32
(Ways/Means)	
Ruth Chambers (Quiltmaker)	225.00
(Ways/Means)	
<u>Postage</u>	
Wayne Postal Service	29.00
Total Disbursements	\$ 677.63
Balance, August 8, 1992	\$ 585.84

Angie Ellis
Angie Ellis, Treasurer

NEOPA Money Market/Savings Accounts

August 8, 1992

Money Market Account

Beginning Balance - June 1, 1992	\$3,203.91
<u>Receipts</u>	
Interest, Late May statement	\$ 8.44
Interest, June 11, 1992	6.77
Interest, July 9, 1992	6.53
Total Receipts	\$ 21.74
Balance, August 8, 1992	\$3225.65

Savings Account (Scholarship)

Beginning Balance, June 1, 1992	\$2697.78
<u>Receipts</u>	
Interest, June 30, 1992	\$ 20.34
Total receipts	20.34
Balance, August 8, 1992	\$2718.12

Angie Ellis
Angie Ellis, Treasurer

NEOPA Money Market/Savings Accounts

LOCAL ASSOCIATION NEWS

UNOPA **by LaRita Lang**

UNOPA is ready for another exciting and fulfilling year in 1992-93! We will be 30 years old this year, of which we are quite proud. We ended the 91-92 year with installation of officers. They are:

President:	Kathy Bennetch
President-elect:	Michelle Sieber
Recording Secretary:	Linda Pence
Corresponding Secretary:	LaRita Lang
Treasurer:	Mildred Holland

Eight UNOPA members attended the National meeting in Biloxi, MS, July 20-24, and had a wonderful time. Our annual summer social was held at the Legionnaire Club in August with casino night. The spouses were included in this activity, which was a nice change. We officially start our 92-93 year with our first general meeting September 8, with a luncheon and speaker.

We look forward to seeing all of you at the NEOPA Fall Conference in Omaha, NE on October 3!



WAYNE EDUCATIONAL OFFICE **PERSONNEL ASSOCIATION** **by Jeanne Ann Kardell**

Recap of events:

April 1992: Hosted the Spring Conference -- thanks again to all of you who attended for making it such a rewarding experience!

May 1992: Bosses Luncheon at the Student Center dining room (which included a lip sync performance by three anonymous WEOPA members).

June 1992: A very enjoyable riverboat cruise on the Missouri River followed by dinner at JoDean's Steak House in Yankton, SD.

July 1992: Officer's Treat picnic held at the Willow Bowl on the WSC Campus -- also election of officers for the 1992-93 school year.

August 1992: Installation of new officers:

Jeanne Ann Kardell - President
Lynne Olson - Vice-President (Pres-elect)
Donna Stutheit - Secretary
Virginia Backstrom - Treasurer
Delpha Keiser - Historian

September 1992 and beyond: We're looking forward to a great year! Hope to see many of you at the Fall Conference in Omaha!

CHICKEN LASAGNE

The Wayne Educational Office Personnel Association (WEOPA) had several requests for the recipe used at the Spring Conference luncheon and they were kind enough to share it with us!

Chicken Lasagne

3 T. oleo
1/2 c. chopped green pepper
1/2 c. chopped onion
2 cans cream of chicken soup
2/3 c. milk
8 oz. lasagna noodles, cooked
2 c. cottage cheese
3 chicken breasts, cooked and diced
2 c. cheddar cheese, shredded
1 c. Parmesan cheese, grated

Saute peppers and onion in oleo. Add soup and milk. Simmer for five minutes, stirring occasionally. In a greased 9 x 13 pan, layer 1/2 of each ingredient in this order: noodles, cottage cheese, chicken, cheddar cheese, Parmesan cheese, sauce. Repeat but save Parmesan cheese for the top. Bake 45 minutes at 350°. Let stand 10 minutes before serving.

**NEOPA Recruiter and
Runner-up Awards will be presented
to the top two membership recruiters
for NEOPA. Each winner will
receive a paid membership for the
1993-94 year. If a tie occurs a
drawing will be held. Recruitment
for the 1992-93 year will be June 1,
1992 to April 1, 1993. READY -
SET - GO!!!!**

NEOPA PRESIDENT-ELECT DELEGATE REPORT

**Submitted by Sandy Lineberry
Executive Board Meeting
August 8, 1992**

The National Association of Educational Office Professionals (NAEOP) Annual Conference & Institute was held in Biloxi, MS, July 20-24, 1992. It was an exciting meeting and an honor for me to represent the Nebraska Educational Office Personnel Association (NEOPA) as a delegate. A recap of my delegate activities is listed below.

Tuesday, July 22: My travel partners, Jeanne Andelt and Linda Gersib, and I left Lincoln at 7:15am for Kansas City, MO, where our plane departed at 11:15am. We arrived in Gulfport at 3:30pm. Much to our surprise, traveling with us on the plane was National staff member, DaLonna Schroeder from Wichita, KS.

The conference was held in two different hotels (a block apart) with a shuttle service running every 10 minutes.

Tuesday evening, the "Mississippi Magic" Open House, was a time to renew acquaintances and give and receive many hugs. It was a gala affair as our Mississippi hosts greeted us in their beautiful antebellum gowns.

Wednesday, July 23: It was up and at 'em for me as I worked the Membership table from 7:00-8:30am. I then prepared myself for the long Advisory Council meeting ahead. The Advisory Council is made up of delegates from affiliates throughout the U.S. There were approximately 135 delegates in attendance. Members are allowed to attend, but cannot vote or speak to the assembly. Delegates were assigned into groups with one agenda item to discuss and make their recommendations, which were to be submitted to the General Assembly the following day. There were 11 agenda items for delegates to consider. Team leaders for each group were assigned in advance and I had been chosen group leader for item 9.

Highlights of agenda items from the Advisory Council Meeting:

- 1) The item to videotape workshops at NAEOP Institutes and file them in NAEOP office where they could be checked out by members was to be sent back to the PSP Committee for a feasibility study, due to cost involved and because to be used for PSP credit, they would have to be viewed in a workshop setting.
- 2) The item to remove the requirement for the high school transcript from the scholarship application was retained with the addition of the following statement for clarification. An official high school transcript must be submitted, but in the event the transcript is not attainable, you may submit a copy of your high school diploma, a transcript of your GED, or a notarized statement from an appropriate school official stating the degree was granted, and

when and where. It was also recommended that the PSP committee make the same clarification statement in future PSP brochures.

- 3) Agenda items 3,6,8, all pertaining to retirees and conference scheduling, were referred to the NAEOP Board for their consideration.
- 4) The Council approved the recommendation to have the State President involved and to join in a time of sharing at the NAEOP booths when at AASA, NAESP, or NASSP meetings.
- 5) The item pertaining to NAEOP forms being mailed to affiliates as soon as possible following approval of revisions by Board, and if not, revisions being sent immediately following the summer board meeting was approved with the recommendation that revised forms be sent in the first mailing in September. If no changes are made, they are to be available at the annual conference.
- 7) The item pertaining to deleting the Administrator's Evaluation of Application in PSP was approved with the decision to refer to the PSP committee with the following recommendation: the applicant is to have a choice of administrator to complete the form, and the form should be returned to the applicant for review and signature. All were reminded that a poor evaluation does not prevent a candidate from receiving their PSP/CEOE.
- 9) As team leader for the recommendation to rename the Educational Secretary Magazine, the majority of our group recommended the name be retained. However, following the delegate assembly vote, the motion failed by a small margin. A second motion was made and passed to refer this to the NAEOP Board for them to consider a name which is more representative of the membership of this organization. It was noted that any recommendation the Board would make would have to come back to the membership for vote at a later time.
- 10) The recommendation to review the practice of exchanging pins at Conferences was withdrawn by the Colorado Association. The delegate sessions were used to discuss where pins were purchased, cost, method of distribution, etc.
- 11) The item to change the National Educational Bosses' Week to coincide with National Bosses' Week was defeated. This issue has been raised a number of times and has always been defeated.

Election of delegates to all NAEOP committees was held with myself being elected to the Advisory Council and Eileen Knudsen elected to the Bylaws Committee.

The Affiliates Luncheon was an eventful time as Nebraskans in attendance jumped for joy when it was announced that the **NEOPA Newsletter placed 1st in competition**. Our congratulations to Sue Drammeh, editor, for her hard work. The plaque is beautiful, and I'm sure will be treasured.

Linda Gersib, UNOPA, and Doris Merriman, MEOPA, were honored at the PSP banquet. Linda received her Advanced III, Option 1, CEOE; Doris her Advanced II, III, Option 1, CEOE. They did us proud and looked lovely as they marched across the stage.

A reception was held following the PSP Banquet to recognize Central Area PSP recipients and to say thanks and farewell to Martha Mettscher, Area Director, 1990-92, and hello to Kay Barclay, 1992-94 Area Director. Our best wishes to each of these ladies.

Thursday, July 23: I boarded the shuttle at 6:00am to reserve and decorate the tables for the Challenge Breakfast (a total of 631 registered for this event). I'm thrilled to report we won our membership growth challenge; Nebraska 16% against Iowa's 2%. As I indicated in my response to Sally Wetherall, Iowa's State President, we are both winners when each has an increase in membership. They took defeat so well they issued us another challenge for next year, so here we go again. Our work is not finished!

It was a race to get to the First General Assembly, where once again I was serving on the Credentials Committee as a counter. A total of 636 were registered for the conference, and we had a total count of 411 in attendance at the first session.

In an impressive flag ceremony, we watched proudly and waved our small Nebraska flags as Marcella Shotwell, 1991-92 president, marched in carrying the Nebraska flag. Keynote speaker, Dr. Robert Wall, MS, gave an educational and breathtaking slide program of America. Following welcomes, memorial service, and roll call, we recessed for the Membership Luncheon, where membership awards were presented. Nebraska received several certificates for increased membership and participation. Our 16% increase in membership is an outstanding achievement, so "pat yourself on the back" if you had a part in this. As of June 1, current membership of NAEOP stands at 5,839.

The Second General Session reconvened where invitations to future meetings were presented: Tucson, AZ, 1993; Atlanta, GA, 1994; Texas, 1995; Washington, 1996; Illinois, 1997.

I was pleased to be elected to the **Nominations and Elections Committee** in the afternoon session. The recommendations of the Advisory Council (as mentioned earlier) were all approved. The budget for the 1992-93 year was reviewed and approved.

Thursday evening most of the Nebraska delegation attended "A Taste of the Mississippi Gulf Coasts" tour, which was probably the biggest disappointment of the conference, in addition to being very costly. Enough said.

Friday, July 24: The Higher Education Council breakfast featured an outstanding speaker who spoke on "Confronting Conflicts."

The Third General Session reconvened with keynote speaker, Dr. Eugene Causby, NC. A total of 387 members attended. Other items of

business were discussed, and the Foundation's Meeting was held. We adjourned by 11:15am. The Nebraska delegation then attended a short Central Area meeting to discuss the 1993 Central Area Development Day to be held in Springfield, IL, February 5-7.

The following awards were presented at the Awards Luncheon: Dr. Nancy Grasmick, State Superintendent of Schools, Baltimore, MD, Educational Office Administrator of the Year; Annette E. Erikson, CEOE, Troy, ID, Educational Office Professional of the Year. Marion T. Wood Member and Student Scholarship winners were also recognized. Both Dr. Grasmick and Annette gave very touching and thankful acceptance speeches.

We then returned to the Central Area meeting where the assignments were made for the upcoming Central Area Development Day. Nebraska was given the Program/Presenter Assignment. The decision was made to invite Charlie Mae Holland, 1991-92 NAEOP President, to be the presenter. Charlie Mae has accepted our invitation. The program will be entitled "Blue Ribbon Lady for a Blue Ribbon Team," and registration costs will be the same as last year - \$45.

The Installation Banquet capped off the conference as NAEOP President Charlie Mae Holland gave her closing comments followed by the installation of NAEOP President Frances Johnson, AZ. It was an impressive ceremony where President Johnson announced her theme for the year: Diversity 2000: The Bridge to Excellence. Following the installation, we attended an Open House celebration for the newly installed officers. It was very elegant and Frances received many lovely gifts, including one from Nebraska.

The conference is now over and what a satisfying and rewarding time it was. It wasn't all work as we did fit in a tour of New Orleans, LA, on Saturday. Doris Merriman and I also toured the Jefferson Davis home in Biloxi, MS. We left Gulfport on the 6:25pm flight back to Lincoln. My travel partner to Memphis was Martha Mettscher, KS, newly installed NAEOP Vice President. We arrived in Kansas City, MO, around 10:00pm, and a tired Jeanne and Linda dropped me off at my home in Lincoln at 2:00am.

It was a busy week for me. I accumulated many pins to add to my collection and many beautiful pictures to add to my scrapbook. In addition, I've added to my list of friends throughout the United States. I did my best to represent NEOPA and the State of Nebraska in a professional manner. Thank you for allowing me to serve as your representative.

The most important thing in communication is to hear what isn't said. — Peter F. Drucker

1991-92 NAEOP LIAISON FINAL REPORT

Sandy Lineberry, Director

*Nebraska did it!
Don't doubt it!
We won, but Iowa - don't pout it.
No need to fret...no need to fuss
Because we both ended with a plus!
(written by Jo Ellen Becker)*

Iowa, when two states have a challenge and both states end the year with an increase in membership - it's for sure we are both winners. The challenge has been fun and rewarding, and I believe has created a special bond between our two states. In recognition of this challenge, the Nebraska Educational Office Personnel Association (NEOPA) has put together a basket filled with Nebraska products. Raffle tickets will be sold at both Iowa's and Nebraska's fall conferences. All proceeds will go to the National Building Fund in Nebraska's and Iowa's name in recognition of this challenge. (Challenge response given by Sandy Lineberry.)

And so went the 1992 National Association of Educational Office Professionals Institute and Conference held in Biloxi, MS, July 20-24. President Charlie Mae Holland presided over the conference with charm and grace. The conference was well organized and ran on schedule most of the time. Our congratulations to her on a highly successful year.

There were 14 NEOPA members attending the conference. They were: **Marcella Shotwell**, Lincoln Public Schools Association of Office Personnel (LPSAOP); **Joyce Graybill**, **Eileen Knudsen**, **Pat Podjenski**, **Mary White**, Omaha Educational Office Personnel Association (OEOPA); **Doris Merriman**, Millard Educational Office Personnel Association (MEOPA); **Jeanne Andelt**, **Linda Gersib**, **Debbie Hendricks**, **Maggie Kahler**, **Sandy Lineberry**, **Linda Pence**, **Sheila Perry**, **Lola Young**, University of Nebraska Office Personnel Association (UNOPA). Five drove by car/mini-van, and the other nine flew.

The Challenge Breakfast was a large affair this year with 631 registrants. Our table decorations consisted of red curly ribbon tied on red/white/blue balloons in a red container. Special thanks to Joyce Graybill and Jeanne Andelt for their "ingenuity" in obtaining the containers to use. Everyone was dressed in red/white/blue, and if I must say so, we were an impressive group!

Martha Mettscher, 1991-92 Central Area Director, was the challenge moderator. She kept the 17 challenges/responses moving as quickly as she could, but we still ran over schedule. There are some states that have as many as three different challenges going during the same year. It was the consensus of several of us that challenges should be limited to one per state. I did get an opportunity to express this concern to Martha en route back home.

Joyce Graybill and Doris Merriman joined me on the platform as I presented the response. We had been notified prior to the conference with our 16% increase versus Iowa's 2%, we were overwhelmingly the victors. (Our response is the introduction of this article.) We were, as I said we would be, gracious in defeat or victory - it just so happened "this year" we were victorious. We were so gracious, Sally Wetherall, Iowa's state president, issued a challenge for the coming year. They figured the challenge was going to get "dirty," so I was presented with a mat to wipe my feet on before we meet next year. They are determined to be victors in 1992-93. Sheila Perry, 1992-93 NAEOP Liaison, doesn't want to go to Arizona next year with her head bowed in defeat, so let's continue to work hard gaining new members for NAEOP. You certainly came through for me, so continue the progress we're making. One sure way to gain members is to encourage members to attain their PSP or CEOE certification.

They still want those windmill pins! The Sandhills crane went over well, but they still want those windmills. Members took as many as they could afford, and it still wasn't enough. We all came back with some beautiful state pins.

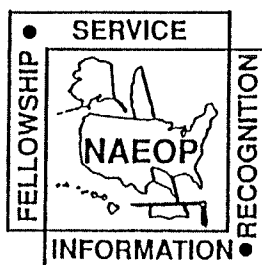
There was an advisory agenda item to review the process of exchanging pins. The affiliate making the proposal felt it should be eliminated. I was very pleased this proposal was withdrawn. Discussion was limited to how states purchase pins, vendor, et cetera.

After three years, it is now over for me as your National Liaison. Thank you for allowing me to serve you. It has been an enjoyable and educational experience, but I'm looking forward to retirement and turning the reins over to Sheila. Nebraska is way ahead of other states by having a NAEOP Liaison who coordinates the National Conference. You can look for other states to use us as a role model in the future.



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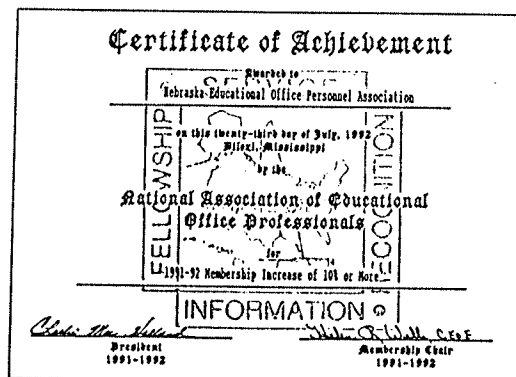
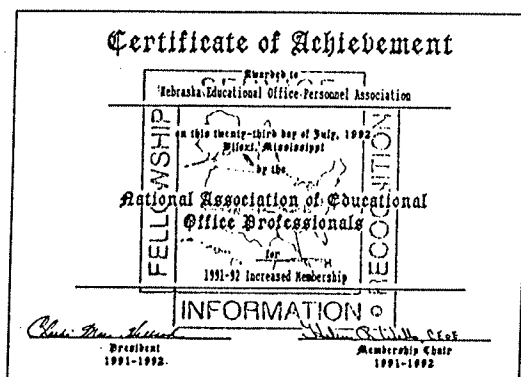
July 1992

Nebraska Educational Office

Personnel Association

NEOPA Newsletter

National Association of
Educational Office Professionals



NEBRASKA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION

Fall Conference

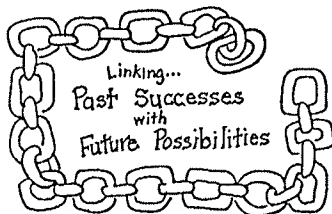
Saturday, October 3, 1992
Don Stroh Administration Center
5606 South 147 Street
Omaha, NE 68137

Linking... Past Successes with Future Possibilities

REGISTRATION FORM

The Nebraska Educational Office Personnel Association-Past Presidents promises you a fun-filled conference. *Dress casual* (sweat suits, slacks, etc.).

On Friday evening, October 2, the NEOPA -PP will host an event at the Don Stroh Administrative Center from 7:30 p.m. until 9:00 p.m. Dinner will be on your own, however, we do promise plenty of fellowship.



Lodging:

Budgetel Inns, 10760 M Street, 1-800-428-3438

King - \$41.95*; 2 Double - \$40.95*

Free Coffee and Continental Breakfast

Motel 6, 10708 M Street, 402-331-3161

#Room*: 1-\$25.95; 2-\$31.95; 3-\$37.95; 4-\$43.95

* plus tax

Registration Fee:

Everyone attending the conference must pay a registration fee.

NEOPA Member Fee:

\$14.00 through September 18th
\$17.50 after September 18th

Non-Member Fee:

\$16.50 through September 18th
\$19.00 after September 18th

NO REFUNDS CAN BE MADE AFTER SEPTEMBER 15TH

Please make check payable to NEOPA-PP and send completed form to:
Leanna Bounds, 3406 Comstock, Omaha, NE 68123

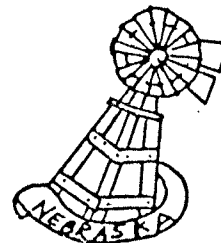
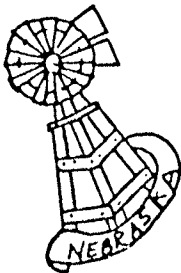
Mr. ____
Miss ____
Ms. ____
Name: Mrs. ____
Home Address: ____ Street ____ City ____ Zip ____
Home Phone: ____ Business Phone: ____
School or Department: ____

Please check one: NEOPA Member ____ Non Member ____

____ I will plan to attend the Friday evening function.

____ I will attend Saturday only.





PIN ORDERS

The executive board decided at the August meeting to offer the Nebraska Windmill pin. This pin is being sold as a small fundraiser for our state organization.

This pin will make a nice, inexpensive birthday present, Christmas gift, etc. A minimum order of 48 pins is required. If that goal is not reached the money will be refunded at the fall conference in Millard on Saturday, October 3.

NOTE: Orders must be received by September 15, 1992. NO LATE ORDERS ACCEPTED. If you are unable to attend the conference, please list the name of your designate to pick up your pin(s) or refund.

Today's Date _____

Your Name _____

Address _____

Phone _____/_____

Windmill Pin Quantity _____ X 3.50 = \$

Paid by _____ check or _____ cash

NO ORDERS PLACED UNLESS PAYMENT IS MADE IN FULL IN ADVANCE!

Mail completed order form and payment to: Sheila Perry, 1631 Deweese Drive, Lincoln, Nebraska 68504

(Print) Name of person receiving pin(s) or refund at Fall Conference in Millard on October 3



**1992-93 OFFICERS AND CHAIRMEN
FOR
NEBRASKA EDUCATIONAL OFFICE PERSONNEL ASSOCIATION**

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Delores Wenz
4901 S Haven Dr
Lincoln, NE 68516
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MEMBERSHIP CHAIRMAN**

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316 Orcutt Ave W
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**VICE PRESIDENT
MEETING COORDINATING CHAIRMAN**

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Wayne, NE 68787
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Naomi Robison, Lincoln Public Schools

AUDIT COMMITTEE CHAIRMAN

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Omaha, NE 68107
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CONSTITUTION & BY-LAWS CHAIRMAN

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NOMINATING CHAIRMAN

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